



CHIEF PSYCHIATRIST,  
CORRECTIONAL FACILITY  
Final Filing Date: Continuous

OPEN

AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER - Equal opportunity to all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age or sexual orientation.

EXAMINATION BASE      OPEN - DEPARTMENTAL FOR:  
  
DEPARTMENT OF CORRECTIONS AND REHABILITATION

WHO SHOULD APPLY      Applicants who meet the minimum qualifications as stated below and have not previously tested with the Department of Corrections and Rehabilitation (CDCR) during this testing period. CDCR testing periods for this examination are: **January – June and July – December**. Applications will not be accepted on a promotional basis.

HOW TO APPLY      Submit an Examination Application (Std. Form 678) and a Supplemental Application for Chief Psychiatrist, CF to:

By mail with:  
Department of Corrections and Rehabilitation  
Selection Services Section  
P.O. Box 942883  
Sacramento, CA 94283-0001  
(916) 322-2545

or

In person with:  
Department of Corrections and Rehabilitation  
Selection Services Section  
1515 “S” Street, Room 522-N  
Sacramento, CA 95814  
(916) 322-2545

If you are personally delivering your application(s), you must do so between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday, to the same street address as listed above for the Selection Services Section.

The Supplemental Application for Chief Psychiatrist, CF can be downloaded from State Personnel Board’s website at [www.spb.ca.gov](http://www.spb.ca.gov) or CDCR’s website at [www.cdcr.ca.gov](http://www.cdcr.ca.gov), or a copy may be obtained by calling or going to either the address above or one of the institutional personnel offices.

**NOTE:** Only applications with an original signature will be accepted.

APPLICATION DEADLINE/ REQUIREMENTS      Applications will be accepted on a continuous basis. All applicants must meet the education and/or experience requirements for this examination at the time he or she files his or her application.

SALARY RANGE(S)      As of February 17, 2006  
Range B: \$10,201.00 - \$11,530.00 Per month  
Range C: \$10,697.00 - \$11,692.00 Per month

Alternate Range Criteria

- Range B: This range shall apply to:
1. Incumbents in any medical class having such a range, who have been accepted at some time for an examination for a medical specialty certificate as evidenced by a written statement from the secretary of an American Medical Specialty Board or an American Osteopathic Specialty Board.
  2. Incumbents of classes who have completed three years of approved residency training in an accepted medical or osteopathic specialty in an approved hospital or institution.
  3. Incumbents in a class who have completed one year of full-time paid public health medical experience in a public health agency, and one year of academic training on the graduate level in public health and preventive medicine, and one year of approved residency training in public health and preventive medicine.

Range C: This range shall apply to incumbents in any medical class having such a range who possess a valid medical or osteopathic specialty certificate issued by an American Medical Specialty Board or an American Osteopathic Specialty Board.

- Additionally R & R Bonuses are offered at various locations throughout the State as indicated below:
- \$2,700 per pay period (All CDCR Institutions and Parole Outpatient Clinics except Pelican Bay State Prison.
  - \$3,950 per pay period at Pelican Bay State Prison.
  - \$2,400 annually following 12 consecutive pay periods at California Medical Facility.
  - \$100 per pay period at Kern Valley State Prison, Corcoran State Prison, Substance Abuse Treatment Facility-Corcoran, and Salinas Valley State Prison.
  - \$2,400 annually following 12 consecutive pay periods at Calipatria State Prison and Centinela State Prison

- BENEFITS
- Deferred Compensation Plans (Savings pool, 401k and 457 plans)
  - \$100 Monthly Bilingual Differential Pay
  - \$100 Monthly Van Pool Incentive/public transit passes (\$65)

- Flexible work hours (management discretion)
- Pre-tax parking (where applicable)
- Fourteen (14) paid holidays
- Generous paid vacation/sick leave or annual leave
- Jury duty/military/bereavement leave
- Health, Dental, and Vision Care Plans (Rural Health Care Equity Program for areas without HMOs)
- Pre-retirement death benefit
- Dependent Care Program
- Long Term Insurance (CalPERS)
- Home Loan Program (CalPERS)
- Legal Services
- Employee Assistance Program
- Work and Family Advisory Committee
- Medical Officer of the Day (MOD) – Rotational system to volunteer for MOD assignment is available at all institutions. Earn cash for the shift or MOD time off (MODTO). Physicians working a MOD shift during a regular workweek may receive a regular paycheck for the 40-hour workweek and an additional MOD check for 16 hours straight time. MOD shifts worked during a holiday or weekend are paid as 24-hour shifts at the employee's regular hourly rate and the employee is provided eight hours of holiday credit. Staff on MOD assignment receive an \$8.00 meal allowance. At no time may the employee accrue in excess of 60 hours of MODTO.
- Call Back Assignment – An employee required to return to the institutions shall receive hour for hour credit in Compensated Time Off with four hours credit guaranteed per call.
- Earn eleven (11) hours per month of Annual Leave Credits. Increases to 14 hours after 37 months of full-time employment. Maximum of 18 hours per month with employment at 241 months or over
- Medical License renewal fee reimbursement (Actual Cost)
- California Public Employees' Safety Retirement System (Exempt from paying into the Federal Social Security System)
- Allowed \$700 for Continuing Medical Education. Time may be rolled over to the next fiscal year

MINIMUM  
QUALIFICATIONS

Possession of the legal requirements for the practice of medicine in California as determined by the Medical Board of California or the California Board of Osteopathic Examiners. (Applicants who are in the process of securing approval of their qualifications by the Medical Board of California or the Board of Osteopathic Examiners will be admitted to the examination, but the Board to which application is made must determine that all legal requirements have been met before candidates will be eligible for appointment.)

and

Possession of a valid certificate in psychiatry issued by the American Board of Psychiatry and Neurology, the American Osteopathic Board of Neurology and Psychiatry or eligibility for examinations for such a certificate as evidenced by a written statement from either Board. (Applicants who are in the process of establishing specialty board eligibility will be admitted to the examination but the required verification must be submitted before appointment.)

And

Experience: Two years of experience as a psychiatrist in a correctional facility, in a psychiatric outpatient clinic or in a diagnostic clinic. (This experience may be either included in or supplemental to the requirements for a certificate in psychiatry issued by the American Board of Psychiatry and Neurology or the American Osteopathic Board of Neurology and Psychiatry.)

**Special Personal Characteristics:** Empathetic understanding of patients of a State correctional facility and of the problems of the mentally ill, delinquency and adult criminality; demonstrated leadership ability; willingness to work in a State correctional facility; emotional stability; alertness; keenness of observation; tact; and patience.

**Special Physical Characteristics:** Persons appointed to this position must be reasonably expected to have and maintain sufficient strength, agility and endurance to perform during stressful (physical, mental and emotional) situations encountered on the job without compromising their health and well-being or that of their fellow employees or that of inmates or youthful offenders.

Assignments may include sole responsibility for the supervision of inmates/youthful offenders and/or the protection of personal and real property.

**Applicants must show their Medical License number, title, and expiration date on their Examination Application (Std. Form 678).**

EXAMINATION PLAN

This examination will consist of a Training and Experience Evaluation (supplemental application) weighted 100%. To obtain a position on the eligible list, applicants must achieve a minimum rating of 70% on the supplemental application. See section titled "How to Apply" for information on where to obtain a copy of the supplemental application and other needed materials.

Training and Experience Evaluation (Supplemental Application) -- Weighted 100.00%

Candidates who meet the "Minimum Qualifications" will have their supplemental application graded. If they pass the examination, they will be placed on an eligible list. **RETURN OF THE SUPPLEMENTAL APPLICATION IS MANDATORY.** Candidates who do not return the completed supplemental application will be eliminated from this examination.

Scope:

A. Knowledge of:

1. Principles and methods of psychiatry including diagnosis and treatment of behavior problems, mental and emotional disturbances, and developmentally disabled
2. Modern methods and principles of general medicine and neurology and skill in their application
3. Literature and recent developments in the field of psychiatry
4. Principles and practices of clinical psychology and psychiatric social work
5. Principles and techniques of social psychiatric research
6. Modern techniques, practices, and trends in the correction and prevention of delinquency and criminality
7. Principles of effective supervision and personnel management

EXAMINATION PLAN  
(CONTINUED)

8. Principles, methods and objectives of training treatment personnel
9. Department's Equal Employment Opportunity Program objectives
10. A manager's role in the Equal Employment Opportunity Program and the processes available to meet the Equal Employment Opportunity objectives.
- B. Ability to:
1. Apply the principles and methods of psychiatry including diagnosis and treatment of behavior problems, mental and emotional disturbances, and mental deficiency
2. Coordinate supervise, and evaluate the work of professional employees, and instruct and advise them in their work
3. Formulate and effect practical and comprehensive plans for the psychiatric care and treatment of adult and juvenile offenders
4. Establish and maintain cooperative relations with those contacted in the work
5. Prepare clear and concise reports
6. Communicate effectively
7. Effectively contribute to the Department's Equal Employment Opportunity objective

ELIGIBLE LIST  
INFORMATION

The resulting eligible list will be established to fill vacancies for the Department of Corrections and Rehabilitation. Names of successful candidates are merged into the list in order of final scores, regardless of date. Eligibility expires **12** months after establishment, unless the needs of the service and conditions of the list warrant a change in this period.

POSITION  
DESCRIPTION AND  
LOCATION(S)

A Chief Psychiatrist, CF, under general direction in a State correctional facility or headquarters, in the Department of Corrections and Rehabilitation, either (1) in a diagnostic or outpatient clinic plans and directs the preventative and corrective general medical and psychiatric work with offenders; or (2) plans and directs the psychiatric and mental health services programs in a correctional institution; or (3) in headquarters, has statewide responsibility for the Department's mental health program in such areas as program development, planning, standards and evaluation; maintains order and supervises the conduct of inmates; protects and maintains the safety of persons and property; and does other related work.

Position(s) exist at various institutions located throughout the state and headquarters in Sacramento within the Department of Corrections and Rehabilitation.

VETERANS POINTS/  
CAREER CREDITS

Veteran's Preference Points will be granted in this examination. Due to changes in the law, which were effective January 1, 1996, veterans who have achieved permanent civil service status are not eligible to receive Veteran's Preference Points. Career credits will not be granted in this examination.

GENERAL INFORMATION

**Applications are available at** Department of Corrections and Rehabilitation offices, State Personnel Board offices and local offices of the Employment Development Department, and on line at [www.spb.ca.gov](http://www.spb.ca.gov).

**The Department of Corrections and Rehabilitation** reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revisions will be in accordance with civil service laws and rules and all competitors will be notified.

**Examination Locations:** If this examination requires a written test and/or oral interview, they will be scheduled throughout the State at the correctional institutions and/or parole regions. However, locations of the written test and/or oral interview may be limited or extended as conditions warrant.

**Eligible Lists:** Eligible lists established by a competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional; 2) departmental promotional; 3) multidepartmental promotional; 4) servicewide promotional; 5) departmental open; 6) open. When there are two lists of the same kind, the older must be used first.

**General Qualifications:** Competitors must possess essential personal qualifications including integrity, initiative, dependability, good judgment, ability to work cooperatively with others, and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination and fingerprinting may be required. In open examinations, an investigation may be made of employment records and personal history.

**Veterans Preference:** California law allows the granting of Veterans Preference Points in Open Entrance and Open, Nonpromotional Entrance examinations. Veterans Preference Points will be added to the final score of all competitors who are successful in these types of examinations and qualify for and have requested these points. Credit in **Open Entrance** examinations is granted as follows: 10 points for veterans, widows and widowers of veterans and spouses of 100% disabled veterans; and 15 points for disabled veterans. Credit in **Open, Nonpromotional** Entrance examinations is granted as follows: 5 points for veterans; and 10 points for disabled veterans. Directions to apply for Veteran's Preference Points are on the Veterans Preference Applications (Std. Form 1093) which is available from the State Personnel Board, P.O. Box 944201, Sacramento, CA 94244-2010 and the Department of Veterans Affairs, P.O. Box 942895, Sacramento, CA 94295-0001.

IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE WORK PLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

ONLY INDIVIDUALS LAWFULLY AUTHORIZED TO WORK IN THE UNITED STATES WILL BE HIRED

FOR CURRENT CDCR TESTING INFORMATION CALL (916) 322-2545  
California Relay Service for the Deaf or Hearing Impaired: 1-800-735-2929  
[www.cdcr.ca.gov](http://www.cdcr.ca.gov)

THIS CANCELS AND SUPERSEDES ALL PREVIOUSLY ISSUED BULLETINS